

**Minutes from the meeting of the Concordia Council on Student Life  
Held on October 25, 2013  
Loyola Campus AD-210 10:00 A.M.**

**Present:** Mr. Andrew Woodall (Chair), Ms. Lisa Fortin (Secretary), Mr. Bradley Tucker, Ms. Lisa Ostiguy, Mr. Patrick Boivin, Mr. Howard Magonet, Ms. Brigitte St-Laurent, Ms. Melanie Drew, Ms. Stephanie Sarik, Ms. Nadine Montour, Ms. Anna Barrafato, Dr. Cameron Skinner, Ms. Katrina Caruso, Ms. Crystal Harrison, Ms. Alanna Stacey, Ms. Rennaben Patel, Mr. Justin Occhionero, Ms. Claudie Boujaklian, Mr. David Thirlwall (representing Guylaine Beaudry), Mr. Daniel Houde, Ms. Lorraine Toscano, Mr. Steve Houde (representing Jacques Lachance).

**Absent with Regrets:** Mr. Brad Nelson, Ms. Jenessa Speed, Mr. Brad Skog.

**Absent:** Ms. Elizabeth White, Mr. Vignesh Shankar, Ms. Sharon Hunter, Ms. Tanya Poletti.

**1. Approval of the Agenda**

The Chair called the meeting to order at 10:06 A.M. Ms. Sarik moved to approve the agenda, Ms. Drew seconded the motion.

*The motion passed unanimously.*

**2. Remarks from the Chair**

The Chair noted that there was a great deal to cover in the meeting, namely the CCSL Special Project applications and l'Organe. Mr. Woodall listed off the regrets of those who could not attend and invited the members who were not at the last meeting to introduce themselves.

Mr. Woodall noted a few upcoming events at the University, namely Campus Compass Resilience Day on November 7<sup>th</sup>, and Financial Literacy week starting November 18<sup>th</sup>. The deadline to register for Alternative Spring Break was November 15<sup>th</sup> and he encouraged Council members to get the word out.

Mr. Woodall reminded everyone that all voting and non-voting members were invited to contribute and participate in the discussions.

Katrina Caruso noted that there would be pumpkin carving on the Reggies terrace with the CSU on October 31, 2013.

**3. Approval of Minutes from the Meeting of September 27, 2013.**

Mr. Boivin moved to approve the minutes from the meeting and Mr. Magonet seconded the motion.

*The motion passed unanimously.*

#### **4. Business arising from the Minutes**

The Chair noted that there were a few items arising from the last meeting. In response to whether or not sub-committee members have to be part of the Council, the answer was "no". Members of sub-committees can come from the community at large as per **The Concordia Council on Student Life** Mandate section 5 Committees on the Council.

He also apologized for not getting the food survey link out as promised but felt that there was a lot of good discussion around it. He also mentioned that the Institutional Planning Office was ready to come and speak to the Council regarding the two surveys discussed at the last meeting when Council was ready.

#### **5. Reports and Items of Information**

##### **5.1 Sub-committees:**

##### **CCSL Special Projects**

Observing that there had been little time to look over the applications and the accompanying documents due to the tight timeline, Mr. Magonet put forth the following motion, seconded by Ms. Drew.

*Be it resolved that the decisions on funding for all projects over \$5,000.00 will be tabled to a future meeting.*

For: 12

Against: 0

Abstentions: 3

It was decided to hold a special meeting before the next scheduled Council meeting to decide the amounts allocated to each project.

Mr. Woodall observed that there was \$160,000 to disperse with \$20,000 going to the Housing and Job Bank of the CSU (HoJo). He noted that HoJo would be presenting at the next meeting on November 22, 2013. The Chair also remarked that \$10,000 of the CCSL funds goes to the Committee Participation Awards Program (CPAP) for students participating on various councils and boards within the University. Additionally noting that students cannot miss more than two meetings if they wish to receive the money.

After taking off the amounts earmarked for HoJo and the CPAP, Mr. Woodall noted that there was a balance of \$130,000 in the Special Project Fund to be allocated over the Fall and Winter competition deadlines. The Chair highlighted that the totals requested from the Fall applications was \$299,747.

Dr. Skinner asked how much money had been allotted for each round. Mr. Woodall responded that the sub-committee has decided to hold onto \$60,000 for the winter but



that the number was arbitrary. He also noted that this was the most applications ever received and the largest amount of money every asked for.

The Chair reported that the requests for \$5,000 and under came to \$147, 697.00, while the requests for over \$5,000 came to a total of \$152,050.00. He remarked that the sub-committee had recommended that many applicants re-apply in the winter, as there were questions regarding the proposals; some had unclear or questionable budgets. Mr. Woodall also reported that the sub-committee had dispersed approximately \$40,000 of the \$160,000 on October 22, 2013 and that there were recommendations for all the project applications for over \$5,000 except for the Hive. He stated that \$24,025.00 had been dispersed to requests for \$5,000 and under.

Mr. Woodall stated that if any members of Council have a conflict of interest with any of the projects to please inform the members and to abstain from voting. Ms. Harrison stated that she would be abstaining from any vote on the Hive Café.

Applicants requesting over \$5,000 were given five minutes to present their projects to the Council. A brief question period and discussion followed each presentation.

***“John Molson MBA International Case Competition”, presented by Ms. Hanna Badaoui and Mr. Elliot Altilia. Amount requested: \$10,000.***

The Council observed that the project was looking at issues of sustainability through carbon offset partnering, the availability of a free airport shuttle, and the hiring of a sustainably executive. It was also noted that the applicants had looked at measures to address potential shortfalls, such as trimming down their events and exploring creative ways to find more sponsors.

Mr. Woodall noted that this was a recurring project and that the sub-committee had made a recommendation of \$3000 based on the fact that even though it is an important project for the University, it is more than CCSL can continue to cover. Ms. Drew noted that it would be good to know what was asked for and given in the past years. She noted that she was in agreement with the recommendation of \$3,000 but not the request of \$10,000. Remarking that money needed to be available for other initiatives, additionally noting that the purpose of CCSL is to help projects get off the ground but that ultimately they need to be self-sustaining.

***“2014 Quebec Engineering Games Concordia Delegation (JDG)” presented by Michael Ciccone and Carmit Tzoubari. Amount requested: \$6,500.00.***

The Council was concerned about some high costs in the budget and though the applicants had asked ECA and Faculty departments for funding and were refused, they were encouraged to inquire again and to look into possible sponsorships. It was also noted that they should look into fundraising activities to supplement their funds. There was a concern about the number of Concordia students actually participating and whether or not new participants were involved.

Mr. Woodall noted that the sub-committee's recommendation was not to fund the group, and that they be encouraged to re-apply with a clearer budget. He also noted that this was the first time they had applied for funding from CCSL.

***"Engineering and Commerce Case Competition (ECCC)" presented by Emran Ghasemi and Khashayar Toodehfallah. Amount requested: \$30,000.00.***

Members of Council felt that this was a good project as it was collaboration between two faculties. They were, however, concerned that the applicants were asking CCSL for more than 1/3 of the project budget. Council was also concerned about the low number of sponsors, yet noted that the applicants had put together a revenue generating corporate partnership product and were charging delegate fees to cover costs. The Council also expressed trepidation that, as the project is new, it may require continued assistance from CCSL. It was noted that the applicants were looking into funding from the CSU and were receiving promotional assistance from ECA and CASA. They explained that the low participant fees were to attract people to the event for the first year. It was noted that there was a great deal of interest from students, many with entrepreneurial interests.

Mr. Woodall stated that the sub-committee recommendation was for the applicants to re-apply. Mr. Occhinero felt that the project was similar to many others already being done and that he did not feel it should be funded. He also noted that he would like to see a clearer budget and more information on the competition.

Mr. Magonet observed that they are asking for a third of the budget and did not see how anything given will be helpful.

Ms. Drew noted that while they do need to come back with a clearer budget, it is a new initiative and it does fall within the mandate of CCSL. Ms. Sarik agreed observing that it is interesting to have a proposal from Engineering and Business together.

Ms. Ostiguy again agreed that it is unique, noting that that team has done a great deal of groundwork working with the Faculty deans and creating a website and that it should be supported.

Dr. Skinner suggested that the Council give consideration to leverage money, such as committing a few thousand dollars to for every "x" amount of money that they manage to procure.

Ms. Caruso noted that while the sub-committee did feel that it was an interesting collaboration between two faculties, it was yet another case competition.

***"Space Concordia" presented by Mercedes Parrella Ilaria, Anthony Tran, and Shawn Stoute. Amount requested: \$74,250.00.***

The members of CCSL felt it was an exciting project and noted it was an excellent recruitment tool for the University. It was also noted that, while this was their second time applying for funding, last year's project exposure in the media and community outreach resulted in interest from many potential students. The Council observed that the project was an excellent opportunity for students to be more actively engaged in their field of study, allowing them to practice and show what they have learnt. Mr. Occhinero and Ms. Caruso strongly felt that the applicants should look into applying for a fee levy and Ms. Caruso indicated she would speak to them.



The Chair noted that the sub-committee had recommended \$7,500.00. Ms. Harrison stated that she did not see this as falling under the mandate of CCSL as a project to fund. Noting that, while it was a recruitment tool for the University, the actual impact on students was small for a great deal of money.

Ms. Ostiguy argued that the project is significant for the students involved and it is an excellent recruitment tool highlighting that it is good for the reputation of the University.

***"Interfold Magazine"* presented by Claire Bargout. Amount requested: \$8,500.00.**

The Council were concerned about the actual impact the project has on the larger Concordia community and about their ability to be financially independent in the future. Mr. Woodall stated that the sub-committee had suggested funding of \$1,500.00. The members of Council felt that the applicants should look to increasing their advertising and consider selling the magazine to reduce overhead costs. It was noted that the magazine is quite beautiful and features many members of the Concordia Community providing them with positive print exposure. The Council suggested that the applicants look to the Concordia Alumnae Association for assistance with marketing, advertising and funding. It was also suggested that they send copies to galleries to increase their exposure. Mr. Magonet offered to act as a mentor to them.

***"Round Table 2014"* presented by Anik Laframboise. Amount requested: \$12,000.00.**

The Council observed that a large amount of the budget was for social events and parties. Even though the money being asked from CCSL was to cover the costs of RFID bracelets, which would allow organizers to track the behavior of the participants, the members were concerned with monies being put towards measures that facilitated "too much partying" and worked against full participation. Mr. Woodall related to the Council that the sub-committee shared their concerns and had recommended not funding the project.

***"Human Resources Symposium"* presented by Miyoko Fulleringer, Daniele Brissette-Lalonde, and Simon Chamberland. Amount requested: \$10,000.00.**

It was observed that the symposium had experienced a one-year hiatus which resulted in difficulty finding funding for this year. As such the applicants were asking for a large sum. The Council noted that though the applicants were receiving funding and assistance from their Faculty and from their Student Association, sponsorships were down, leading to the concern that CCSL would become a fall back for the project in the future. It was also observed that the symposium was open to the community at large. The sub-committee recommendation was \$2,000 with the conditions that the funds not be used for alcohol or gifts.

***"Just Print Play: A Collaborative Print Exchange and Community Event"* presented by Christine Garvey. Amount requested: \$5,050.00.**

The members of Council felt that while the project was interesting it did not have much of an impact on student life and that the applicants should look for alternate funding. The Council noted that the applicants were selling prints to fundraise for the project, and it

was suggested that they look to funding from their department for travel. Mr. Woodall stated that the sub-committee recommendation was for no funding. The Council agreed, noting that CCSL has not supported projects such as this in the past.

**“The Hive Café Solidarity Cooperative” presented by Ben Punty. Amount requested: \$40,000.00.**

The Council acknowledged the scarcity of food services on the Loyola Campus acknowledging the need for more affordable and healthy options. They were, however, concerned about the lack of accessibility to the space as well as the financial sustainability of the Café in the future. The presentation highlighted the adoption of a new governance model that would address issues such as staffing and turnover, making the Café a compelling place to work. Additionally it was noted that the applicants were looking at building off of the success of the student run Café X in the EV and VA buildings. It was also noted that the Café would use existing Concordia resources such as the Student Farm, the Greenhouse and Frigo Vert when possible.

The Chair stated that there was no recommendation from the sub-committee as it was felt that all of Council should deliberate on the application. Mr. Woodall informed the Council that in 2007, CCSL had allotted \$25,000 in funding, in 2011-2012 \$24,000.00 had been requested and \$13,900.00 was used and in 2011-2012 \$25,000.00 had been allocated with half of it being used.

Ms. Caruso inquired if there were any ideas as to what to do with remaining money from previous years. Mr. Woodall noted that that was an issue CCSL would have to consider and decide on.

#### General Discussion:

A discussion ensued stating that a chart including amounts received in previous years and amounts requested in this cycle would be useful for the next meeting. It was decided that a meeting would be held shortly to finalize decisions on applications over \$5,000. It was also suggested that future applicants be given a standardized budget to fill out, possibility based on the Millennium systems budget codes. Additionally a recommendation was made for applicants to specify in their applications all confirmed sponsors, the number of years that the project has been running, potential contingency plans, and if they have received funding from CCSL in past years.

### **6.New Business**

#### **6.1 l'Organe**

Mr. Occhinero put forth the following motion, seconded by Ms. Drew.

*Be it resolved that the l'Organe discussion will be tabled to a future CCSL meeting.*

*The motion passed unanimously.*

### **7.Next Meeting**

The next meeting is scheduled for November 22, 2013 in SGW H-769 at 10:00 A.M.

**8. Termination of Meeting**

Ms. Drew motioned the end of the meeting at 12:44 P.M., with Dr. Cameron seconding the motion.

*The motion passed unanimously.*